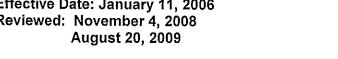
Title: Safety Maintenance Program

Policy No: 3904

Approval: Town Council September 23, 2009

Effective Date: January 11, 2006 Reviewed: November 4, 2008





Supersedes Policy No:

Policy Statement: All tools and equipment shall be properly maintained so as to reduce risk of injuries to employees or damage to property.

- 1) Supervisors shall ensure that all qualified personnel according to established schedules carry out all preventative maintenance and that records are maintained.
- 2) All employees shall regularly check all tools and equipment that they are working with, and shall take out of service any tools or equipment that poses a hazard due to a need for repair.

The safety information in this policy does not take precedence over O.H. & S. Regulation. All employees should be familiar with the O.H. & S. Act and Regulations.

Signed:

Date: Syd . 28/04